



புதுச்சேரி மாநில அரசிதழ்

La Gazette de L' État de Poudouchéry

The Gazette of Puducherry

PART - I

சிறப்பு வெளியீடு

EXTRAORDINAIRE

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No.	Puducherry	Tuesday	24th	October	2017

GOVERNMENT OF PUDUCHERRY CHIEF SECRETARIAT (HOUSING)

(G.O. Ms. No. 20/2017-Hg., Puducherry, dated 20th October 2017)

ORDER

WHEREAS, it is noticed that a large number of unapproved layouts and sub-divisions have been developed in the Puducherry and Karaikal regions without adequate infrastructure and public civic amenities and most of the plots in such layouts and sub-divisions have been purchased by ignorant people and there is no way to convert these layouts and sub-divisions or plots back to their original land use;

AND WHEREAS, it is expedient to regularise the plots in such unapproved layouts or sub-divisions, so as to protect the interests of ignorant purchasers and to mobilise financial resources in order to provide basic infrastructure facilities in areas where such unapproved layouts have come up;

AND WHEREAS, regularization of unapproved layouts will enable the purchasers to avail institutional finances to build houses at affordable interest rates and to improve their security of tenure and thereby their quality of life.

AND WHEREAS, it is also observed that regularisation of sold out plots alone without considering the layout or sub-division as a whole will result in discontiguous pockets of development, causing enormous difficulties to the Local Bodies to provide services to the regularised plots in isolation and therefore, it is considered necessary to regularise these unapproved layouts and sub-divisions in their entirety by insisting to widen the roads, improve circulation, reserve areas for open space and public purpose to the extent feasible in each layout;

NOW, THEREFORE, in exercise of the powers conferred by section 70 of the Puducherry Town and Country Planning Act, 1969, in respect of compounding of offences, the following order is issued to regularise the unapproved layouts and unapproved sub-division, where any or all plots are sold and registered on or before 30th January, 2017 and situated outside the Comprehensive Development Plan areas in Puducherry and Karaikal regions.

1. Cut-off date for considering regularisation of unapproved layouts and sub-divisions:

Only those unapproved layouts and sub-divisions where a part or full number of plots have been sold through a registered sale deed on or before on 30th January, 2017 shall be considered for regularization under this Order. Similarly, all plots including unsold ones are eligible for regularization in unapproved layouts and sub-divisions, where at least a part of the total number of plots have been sold through a registered sale deed on or before 30th January, 2017, provided in principle layout frame work approval has been accorded by the Planning Authority for the layout and sub-division as per this Government Order. As proof and evidence for the

date of registration, the plot holder or the layout and sub-division promoter is required to furnish copies of the sale deed or title deed for the plots sold.

Agreement for sale or General Power of Attorney shall not be considered as evidence for proof of sale of plot.

2. Restrictions for regularization of unapproved plots and layouts:

- (i) No plot or sub-division or layout in part or whole, which is located in public water body like Channel, Canal, Tank, Lake, River, etc. shall be eligible for regularization.
- (ii) No plot or sub-division or layout in part or whole in Government Poramboke land shall be eligible for regularization.
- (iii) No plot or sub-division or layout in Open space reservation (OSR) land, Park or Play-field reserved in any approved layout or sub-division and in the layout for which interim layout approval has been accorded shall be considered for regularization.
- (iv) Vacant plots blocking access to surrounding lands are not eligible for regularization.
- (v) No plot or sub-division or layout in part or whole, lying in the lands affected by the alignments of proposed road or rail corridors and street alignments specified in the development plans shall be regularised.
- (vi) No plot with any encroachment on to a public road or street or on any other land over which the applicant does not possess ownership right shall be regularised.

3. Compulsory application for regularization:

- (i) It shall be compulsory for all the individual plot owners and layout promoters eligible under this order to file an application in Form-I for regularization to the respective Planning Authority within six months from the date of notification of this Order in the Official Gazette along with the fees and charges as per the self-assessment made and annexed with the application. The Planning Authority shall process the application and pass orders of regularization.

Provided that the application for individual plot regularization in a layout shall be considered for regularization only after in principle approval of the layout framework is issued by the Planning Authority. Accordingly, all the individual plot owners in an unapproved layout shall apply for regularization of their plots along with a plan of the layout.

- (ii) Application for regularization of unapproved layout and sub-division can also be made by the Layout Promoter / Registered Co-operative society / Association of the plot holders in an unapproved layout and sub-division.
- (iii) Within 60 days from the date of notification of this Order, the Planning Authority shall call upon the respective Local Bodies to furnish a certified list of unapproved layouts formed within its jurisdiction alongwith the details of name of the revenue village, survey numbers or ward numbers, town survey numbers, name of the local body, as the case may be, covered by the layout and its extent. The list of lay-outs submitted by the Local Bodies should also specify the rates of Development Charges to be collected, to be assessed and notified areawise within a period of one month from the date of issue of this notification.
- (iv) The Layout Promoter / Registered Co-operative Society / Association applying for regularization of the layout shall be jointly and severally responsible for undertaking the rectification of deficiencies in such unapproved layout and to comply with the conditions as directed by the Planning Authority concerned, and pay the required fees and charges as prescribed in this order.
- (v) Application for regularisation of unapproved layout or unapproved individual plot in a layout or sub-division shall be made to the respective Planning Authority.
- (vi) An application made by any person for regularisation of plot or layout or sub-division who does not have any right over the land shall be summarily rejected.
- (vii) The application shall be accompanied by the following documents, namely:

(a) For regularisation of unapproved individual plot in a sub division or layout:

- (i) Five copies of plan showing the site plan with dimensions of the plot or sub division as per the patta or Field Measurement Book (FMB) sketch, and

the width of the access road duly signed by both the applicant who has the right over the land and the Registered Engineer/ Registered Architect / Registered Town Planner.

- (ii) A copy of layout plan showing the plot proposed for regularization, dimensions of the plots, road network, width of the roads, dimensions of public open spaces and public purpose plots along with survey field numbers of the village covered by the layout;
- (iii) A copy of topo sketch showing the location of layout and connectivity of the layout to the public road and physical features surrounding the layout;
- (iv) A self-attested copy of sale deed or title deed for the plot.
- (v) Encumbrance certificate issued by the Registration Department covering the plot transaction issued not more than a week before the date of application;

(b) For regularisation of unapproved layout:

- (i) Eight copies of layout plan showing the dimensions of the plots, road network, width of the roads, dimensions of public open spaces, public purpose plots and the survey field numbers of the village covered by the layout and marking the plots sold in the layout on or before 30th January, 2017 duly signed by both the promoter / association who has the right over the land and the Registered Engineer / Registered Architect / Registered Town Planner.
- (ii) A copy of the topo sketch plan showing the public access to the layout, width of the access road and the surrounding physical features within a radius of 500 metres from the layout;
- (iii) Encumbrance Certificate (EC) issued by the Registration Department covering all the survey field numbers of the layout for the period from the date of commencement of sale of plot to the date not more than a week before the date of application;
- (iv) A self-attested tabular statement showing the details of the plots sold including plot number, dimensions and its extent, date of sale, document number, name of the purchaser tallying with the encumbrance certificate and the details of unsold plots in case where the application is made by the layout promoter;

- (v) Self-attested copy of ownership document in favour of the owner of the land in which the layout has been formed in case where the application is made by the layout promoter;
- (vi) Latest Patta, Extract of Settlement Register and Field Measurement Book (FMB) sketches for the survey fields covered in the entire layout;

(c) In case of applications submitted by layout Promoter / Society / Association, an undertaking in a non-judicial stamp paper of value not less than twenty rupees in Form-II agreeing to undertake the rectification works if any, as directed by the Planning Authority and remit the road development charges to be notified by the Local Bodies, regularisation charges, land use conversion charges and Open space reservation charges as applicable.

(d) Any other documents / NOCs / Clearances as may be required by the Planning Authority;

4. An application under this Order shall be in conformity with the following, namely:

- (i) The Coastal Zone Regulations of the Ministry of Environment and Forest under the Environment (Protection) Act, 1986 (Central Act 29 of 1986), notified in the Gazette of Government of India Extraordinary, Part-II, Section 3, sub-section (ii), dated 6th January, 2011;
- (ii) Areas notified under the Ancient Monuments and Archaeological Sites and Remains Act, 1959 (Central Act 24 of 1958)

5. Guidelines for regularization: The unapproved individual plot and / or the unapproved layout seeking regularization should conform to the following, namely:

- (a) The individual plot in a layout or sub-division seeking regularization should have been sold or transferred in favour of the applicant by a registered sale deed executed before the cut-off date.
- (b) The unapproved layout seeking regularization shall be a contiguous piece of land.

(c) Any plot for regularisation shall abut a public road or gain access from a public road through a passage over which the applicant has the right to access.

(d) The layout applied for regularisation shall gain access from a public road of minimum width of 6.0 metres.

(e) In case of individual plot :

(i) All plots in a layout for which in-principle approval of layout frame work is granted by the Planning Authority shall be eligible for regularization.

(ii) The individual plot in a sub division shall be regularized irrespective of the building violations in the residuary plot.

(iii) The individual plot in a layout shall be regularized only to the extent it tallies with the plot dimensions and abutting road width in the in-principle approved layout framework.

(iv) The applicant shall transfer to the extent any part of a plot in an in-principle approved layout framework required for road widening or providing access to the surrounding areas to the local body through a registered gift deed as required by the Planning Authority / Local Body.

(f) In case of layouts where less than 50% of the total number of plots in the layout have been sold before the cut off date:

(i) The layout shall conform to the Puducherry Building Bye Laws and Zoning Regulations, 2012, as the case may be, to the extent feasible.

(ii) The procedures normally followed in the regular applications for approval of layout shall apply.

(iii) The reservation of land for Open space reservation shall be 10% of the total unsold plot area in the layout. The reservation of land for Open space reservation shall be provided by amalgamating or altering the unsold plots. In such cases, the promoter shall agree for such modification or reservation. In cases where it is not feasible for the promoter to reserve the land, equivalent guideline value in lieu of Open space reservation shall be collected for the shortage area.

(g) In case of layouts where 50% and more than 50% of the total number of plots in the layout have been sold:

- (i) The layout shall conform to the Puducherry Building Bye Laws and Zoning Regulations, 2012, as the case may be, to the extent feasible.
- (ii) The procedures normally followed in the regular applications for approval of layout shall apply.
- (iii) The layout pattern in respect of the unsold portions may be reorganised if required to improve the circulation.
- (iv) The reservation of land for Open space reservation shall be 5% of the total unsold plot area in the layout. The reservation of land for Open space reservation shall be provided by amalgamating or altering the unsold plots. In such cases, the promoter shall agree for such modification or reservation. In cases where it is not feasible for the promoter to reserve the land, equivalent guideline value in lieu of Open space reservation shall be collected for the shortage area.

6. Effect of regularization –Plots regularised under this scheme shall be deemed to be regularised for residential use.

7. Regularisation Charge –Regularisation charge shall be assessed and levied separately for the plot or layout for regularisation at the rate of Rs. 30/- per sq.m. for plot area. The regularisation charges shall be remitted by Co-operative society or association or promoter of layout or sub-division for all unsold plots in the layout or sub-division to the Government ie. Town and Country Planning Development. In case of plots already purchased before cut-off date, the owner of the plot shall pay the regularisation charge to the Town and Country Planning Department for getting the plot regularised.

8. Land use conversion charge – Land use conversion charge at the rate of Rs.100/- per sq.m. of layout area of unsold plots shall be remitted by Co-operative society or association or promoter of layout or sub-division to the Government ie. Town and Country Planning Department. In case of plots already purchased

before cut-off date, the owner of the plot shall pay the land use conversion charge to the Town and Country Planning Department for getting the plot regularised.

9. Levy of Road Development Charge – Development charges shall be collected for the plot or layout to be regularized at the rate as assessed by the respective local bodies and payment of the same should be made before considering for registration.

10. Charges for Open space reservation (OSR) Area –For regularization of plot in a sub-division, the Open space reservation area charge as per requirement shall be collected as per the guideline value as on date of issue of this Government Order. Open space reservation charges shall be remitted by the promoter to the concerned Local body.

11. Scrutiny fees –Scrutiny fee at the rate of Rs.500/- per plot shall be collected by the Planning Authority. This fee is payable at the time of applying for regularization of plot or sub-division or layout. Co-operative society or association or promoter of layout or sub-division shall remit scrutiny fees for all plots in a layout or sub-division.

12. Committee for regularization of unapproved layout situated outside the Comprehensive Development Plan area of Puducherry and Karaikal region.

(i) **Committee for Puducherry Region:**

1.	Chief Town Planner	-	Chairman
2.	Superintending Engineer (Electricity)	-	Member
3.	Superintending Engineer, Oulgaret Municipality / Local Administration Department.	-	Member
4.	Executive Engineer, Irrigation Division, Public Works Department	-	Member
5.	Deputy Collector (North / South)	-	Member
6.	Director, Directorate of Survey and Land Records	-	Member
7.	Member Secretary, Puducherry Coastal Zone Management Authority	-	Member
8.	Commissioner, Oulgaret Municipality / Ariankuppam / Bahour / Nettapakkam/ Villianur / Mannadipet Commune	-	Member
9.	Member Secretary of Puducherry Planning Authority	-	Member Secretary

(ii) Committee for Karaikal Region:

1.	District Collector	-	Chairman
2.	Executive Engineer (Electricity)	-	Member
3.	Executive Engineer, Irrigation and Public Health Division, Public Works Department	-	Member
4.	Executive Engineer, Karaikal Municipality	-	Member
5.	Member Secretary, Puducherry Coastal Zone Management Authority	-	Member
6.	Deputy Collector (Revenue)	-	Member
7.	Deputy Director, Survey and Land Records	-	Member
8.	Commissioner, Karaikal Municipality / Thirunallar / Neravy / Thirumalairayanpattinam / Kottucherry / Nedungadu Commune	-	Member
9.	Member Secretary of Karaikal Planning Authority	-	Member Secretary

13. Processing of the application

- (i) The Planning Authority on receipt of application for regularization of a plot / regularization of layout, shall carry out inspection, confirm the status of access road, examine layout application, call for any additional details or particulars required from layout promoter / association / plot owners and may direct the promoter /association / plot owners to reconstitute the plots, if required.
- (ii) Wherever required, the Planning Authority shall refer the layout plan or sub-division plan to line departments such as Irrigation Division, P.W.D., Revenue Department, Electricity Department etc. within 21 days from the date of receipt of the application by the Planning Authority. The views / opinion of the line departments shall be communicated to the Planning Authority concern within 21 days from the date of receipt of the communication from the Planning Authority.
- (iii) The Planning Authority shall place the applications before the Committee for regularisation stated at Para 12 (i) or (ii) as the case may be, for inspection of the sites and recommendations thereon. The Committee shall meet at least once in every fortnightly period. In cases where NOCs are not received even after 21 days, the concerned department shall inform the Committee in

writing in the meeting of the Committee itself whether they have objections or not. If NOC's / refusal letter is not furnished in the meeting of the Committee, then it is deemed that NOC has been accorded by the concerned Department / Agency and the concerned Department / Agency will be responsible for the deemed NOC accorded.

- (iv) The recommendations of the Committee shall be placed before the Town and Country Planning Board for its approval. The decision of the Town and Country Planning Board shall be final and the decision shall be communicated to the Planning Authority concerned as well as to the promoter or association. The Planning Authority shall direct the promoter or association to comply with the directions of the Town and Country Planning Board within 30 days from the date of communication of the decision to the promoter or association.
- (v) After compliance of the Board's decision, the Planning Authority shall direct the promoter or association to remit the following charges:
 - (a) Regularisation charges
 - (b) Land use conversion charges
 - (c) Open Space Reservation charges / Land Development Charges notified by the Local Body
- (vi) The Planning Authority shall also direct the promoter /association to handover the road portions and Open Space Reservations in the layout to the concerned Local Body in the form of gift deed and to obtain NOC to this effect from the concerned Local Body. Copy of receipts for the remittance of above charges and NOC obtained from the Local Body concerned towards gift deed made by the applicant in respect of road portion and Open Space Reservation shall be furnished by the applicant to the Planning Authority. The Planning Authority shall thereafter issue "in-principle layout frame work approval". A copy of layout or sub-division for which "in-principle layout frame work approval" has been accorded by the Planning Authority shall be furnished to the concerned local body and to the concerned Sub-Registrar Office. Further, all the layout or sub-division for which "in-principle layout frame work approval" has been accorded shall be displayed in the web site of the Planning Authority.

(vii) The purchaser who purchases plot(s) from the promoter in a layout for which in principle layout frame work approval has been accorded by the Planning Authority shall remit the road development charges to the concerned Local Body before registration of plot and before obtaining building plan approval for construction of any building on the plot.

(viii) In case of person who has already purchased plot(s) in a layout before the cut-off date for which in principle layout frame work approval for the layout has been accorded by the Planning Authority, shall remit (i) Scrutiny fee to the concerned Planning Authority, (ii) Regularization charge and Land use conversion charge to the Town and Country Planning Department (iii) road development charge to the concerned Local Body before obtaining building plan approval for construction of any building on the plot or resale of plot whichever is earlier.

14. Issue of in-principle layout framework approval will not automatically regularise the individual plot in a layout. The individual purchaser /promoter (in the case of unsold plots) shall, after issue of in-principle layout framework approval, apply for regularisation of his plot /plots separately. Plot / plot(s) in a layout for which layout frame work approval has been accorded become regularised plot only after payment of scrutiny fees, regularization charge, land use conversion charge and open space reservation charge and development charges assessed and notified by the local bodies.

In case of sold plots, the owner of the plot(s), after issue of in-principle layout framework approval shall apply for regularisation of his plot /plots separately. In this case, the plot(s) will be regularised plot only after payment scrutiny fees, regularization charge and land use conversion charge and road development charge.

15. On receipt of the demand notice for payment of charges and fees, the applicant is liable to pay relevant charges and fees to the Town and Country Planning Department / Planning Authority / Local body as per the demand notice within thirty

days from the date of communication of the said demand notice. If the payment is not made within the time stipulated above, it shall attract interest at the rate of six per cent per annum. If the said amount is not remitted within ninety days from the date of receipt of the said demand notice by the Town and Country Planning Department / Planning Authority / Local body as the case may be, the application shall be summarily rejected.

16. In case of applications, which are found to be not in accordance with this Order or in compliance with the directions issued by the Planning Authority, orders shall be issued rejecting such applications.

17. The Planning Authority shall forward the copy of the in-principle approved layout framework along with the gift deed for the roads and the Open space reservation to the concerned Revenue authorities for carrying out mutation in the revenue records especially in respect of Open space reservation and roads.

18. Consequences of non-regularisation

Where no regularization is ordered under this Scheme for an unapproved plot or layout; then-

- (a) no electricity, water supply, drainage and sewerage connections shall be extended to such unapproved plot or layout;
- (b) such unapproved plot or layout shall not be registered under the Registration Act, 1908 (Central Act 9 of 1908) by the Registration Department; and
- (c) no building approval shall be given by the authorities concerned for such unapproved plot or layout.

19. Amount levied towards road development charges and Open Space Reservation charges to be kept in separate account: The Road development charge and the Open Space Reservation charges collected by the respective local bodies shall be credited into a separate account and shall be used to fund amenities and infrastructure development programs and for providing open space reservation within the local body's jurisdiction including meeting of the State share under the centrally sponsored schemes.

20. Disclaimer – Regularisation of plot under this Scheme shall not be deemed to be a regularisation of the building constructed in the plot and does not confer any right on the applicant or owner of the plot to obliterate the action taken against such buildings under Puducherry Town and Country Planning Act, 1969.

21. Transitory provisions –

- (1) All appeals or applications which are pending before the Puducherry Town & Country Planning Board and eligible for regularisation under this Scheme, then, the Puducherry Town & Country Planning Board shall transfer those appeals or applications to the Planning Authority and the Planning Authority shall deal with such cases in accordance with this Scheme.
- (2) Any person whose application was rejected or refused under the relevant rules prevailing in the respective areas, immediately before the date of publication of this Order in the Official Gazette, shall make an application afresh to the respective Planning Authority by satisfying the provisions of this Scheme.

22. Repeals and savings:

The G.O.Ms.No.24/2007-Hg., dated 08.09.2007 issued by the Chief Secretariat (Housing), Government of Puducherry regarding constitution of Committee for tendering opinion / advice to the Puducherry Planning Authority with respect to unapproved layouts situated outside Comprehensive Development Plan area is hereby repealed from the date of issue of this Government Order, except as respects things done or omitted to be done there under before this repeal.

(By order of the Lieutenant-Governor)

M. SARATHI,
Deputy Secretary to Government (Housing).

FORM-I**APPLICATION FOR REGULARISATION OF PLOT AND LAYOUT**

From

To

The Member-Secretary,
 Planning Authority,
 Puducherry /Karaikal.

Sir,

I hereby apply for regularisation of plot / layout under the provisions of the Government Order....., dated..... The details of the plot / layout proposed for regularization are furnished in the following table:

Sl. No.	Subject	Details	
1	Name of the applicant		
2	Name of the layout, if any		
3	Plot number(s)		
4	Name of the Revenue Village		
5	Name of the Municipality/ Commune Panchayat		
6	Re-survey Numbers		
7	Region		
8	Re-survey Numbers of the plot or sub-division or layout applied for regularization.		
	Plot Number (s)	R.S. No.	Extent in acre /sq.m.
	Total extent:		
9	Total number of plots in the layout.		
10	Total number of plots sold in the layout.		
11	Total number of plots in the layout with building.		
12	OSR area required in sq.m. (10% of the total unsold plot area in case of layouts where 50% and more than 50% plots have been sold or 5% of the total unsold plot area in case of layouts where less than 50% plots have been sold).		

13	Extent of OSR land provided in the layout in sq.m.		
14	Whether the OSR land in the layout was handed over to the local body.	Yes / No, Extent.....sq.m.	
15	Whether the roads in the layout handed over to the local body.	Yes / No, Extent.....sq.m.	
16	Date of registration of plot(s).	Plot No.(s)	Registration No:/Date/Registration Office

(Strike out whichever is not applicable)

I also forward herewith the following particulars:

1. Demand draft or Banker's cheque from any Nationalised / Scheduled Bank or payment through NEFT/RTGS, towards scrutiny fee at the rate of Rs.500/- (Rupees five hundred only) per plot and Regularisation charges drawn in favour of the Planning Authority, payable at the local branch of the Bank.
2. An undertaking in a non-judicial stamp paper of value not less than twenty rupees agreeing to undertake the rectification works as directed by the Planning Authority and remit the regularisation charges, land use conversion charges and Open space reservation land charges as applicable and as assessed by the Planning Authority.

(Strike out whichever is not applicable)

I, the plot holder / Layout promoter / registered Co-operative Society / Association being the owner / legal representative of every part of the land to which the accompanying application relates request to accord regularization of plot / layout.

Date:

Signature of the applicant.

Encl.:

1. Self-Assessment Working Sheet.
2. Undertaking.

Self-Assessment Working Sheet Calculation of Regularisation Charge, Development charges / Land use conversion charge, OSR land Charge and Scrutiny Fees.

(Fill up the table applicable)

For Layout: (Tick those applicable)	
(a)	Total unsold plot area in sq.m.
(b)	Regularisation charge (a) x Rs.30/- per sq.m.
(c)	Land use conversion charge @ Rs.100 per sq.m. for the layout area of unsold plots. Layout area of unsold plots x Rs.100/-
(d)	Guide Line Value (GLR) as on date of issue of Government Order
(e)	OSR land Charges $\{(a)X 10/100\}X(c)X(d)$ or $\{(a)X 5/100\} X(c) X(d)$ (10% of the total unsold plot area in case of layouts where 50% and more than 50% plots have been sold or 5% of the total unsold plot area in case of layouts where less than 50% plots have been sold).
(f)	Development charges assessed by the concerned Local Body.
(g)	Scrutiny Fee of Rs.500/- per unsold plot
(h)	Charges to be paid to Planning Authority (g)
(i)	Charges to be paid to Town and Country Planning Department (b) & (c)
(j)	Charges to be paid to the concerned Local Body before issue of in principle layout framework approval (e)
(k)	Charges to be paid to the concerned Local Body before considering for registration (f)
Payment Detail.	
(1)	Demand Draft No. and Date Drawn on Nationalised / Scheduled Bank
(2)	Bank / Branch
(3)	Charges if remitted through NEFT/RTGS Name of the Account Holder Account No.: Bank / Branch Amount Date: IFSC Code:

For plot owner (person who has purchased plots on or before 30.01.2017) : (Tick those applicable)

(a)	Plot area in sq.m.	
(b)	Regularisation charge (a) x Rs.30/- per sq.m.	
(c)	Land use conversion charge (a) x Rs.100/-	
(d)	Guide Line Value (GLR) as on date of issue of Government Order	
(e)	Development charges assessed by the concerned Local Body.	
(f)	Scrutiny Fee of Rs.500/- per plot	
(g)	Charges to be paid to Planning Authority (f)	
(h)	Charges to be paid to Town and Country Planning Department (b) & (c)	
(i)	Charges to be paid to the concerned Local Body before considering for registration (e)	
Payment Detail.		
(1)	Demand Draft No. and Date	
	Drawn on Nationalised / Scheduled Bank	
(2)	Bank / Branch	
(3)	Charges if remitted through NEFT/RTGS Name of the Account Holder	
	Account No: Bank / Branch Amount	
	Date:	
	IFSC Code:	

Form - II**Format of Undertaking in Rs.20/- non judicial stamp paper**

(For regularization of unapproved layout)

I.....S/o., D/o.....

am the applicant for the plot(s) bearing No.(s) in
R.S. No./.....ofRevenue village
.....Municipality/Commune Panchayat region.

I hereby agree to undertake the rectification works as directed by the Planning Authority and remit the land use conversion charges, regularisation charges, open space reservation charges / Development Charges and Scrutiny Fees as applicable and as assessed by the Planning Authority / Local Bodies.

Date:

Name and Signature of the applicant.